

APPENDIX J: STATISTICAL TABLES

Table 1. Library of Congress Appropriations
Available for Obligation—Fiscal 2003^a

Salaries and Expenses	\$ 361,644,000
Congressional Research Service	88,250,000
Copyright Office	38,971,000
Books for the Blind and Physically Handicapped	50,632,000
Total	\$ 539,497,000

a. The Consolidated Appropriations Resolution of 2003 (PL 108-7), signed by the president on February 20, 2003, provided a fiscal 2003 appropriation of \$532,134,000 for the Library. A supplemental appropriation, Emergency Wartime Supplemental Appropriations Act, 2003 (PL 108-11), signed by the president on April 16, 2003, supplied an additional \$7,363,000.

Table 2. Library of Congress Appropriations
Available for Obligation for Fiscal 2004^a

Salaries and Expenses	\$ 370,897,000
Congressional Research Service	91,726,000
Copyright Office	48,290,000
Books for the Blind and Physically Handicapped	51,706,000
Total	\$ 562,619,000

a. The Fiscal 2004 Consolidated Appropriations Bill (PL 108-199), signed by the president on January 24, 2004, called for a 0.59 percent rescission of federal agency budgets. The result was a fiscal 2004 appropriation for the Library of \$559.3 million, including authority to spend \$36.3 million in receipts.

Table 3. Comparison of Appropriations, Staff, and Workload Statistics for Fiscal (FY) 1999, 2000, 2001, 2002, 2003, and 2004

	FY 1999	FY 2000	FY 2001	FY 2002	FY 2003	FY 2004 Budget	Change 1999-2004	Percentage Change
Library Appropriations—Actual	\$391,660,000	\$427,457,610	\$550,347,401	\$525,837,000	\$539,496,502	\$559,299,548	+ \$167,639,548	+ 42.8
Full-Time Equivalent (FTE) Positions (appropriations)	3,923	3,919	3,891	3,947	4,020	4,283	+ 360	+ 9.2
Size of Library Collections	118,993,629	120,976,339	124,247,602	126,060,980	127,720,880	129,500,000	+ 10,506,371	+ 8.8
<i>Workload Statistics</i>								
Unprocessed Library Arrearages	19,793,689	19,215,629	21,142,980	20,095,008	20,422,598	20,425,000	+ 631,311	+ 3.2
CRS—Requests and Services Provided Congress	545,663	584,384	711,612	811,467	875,197	908,000	+ 362,337	+ 66.4
Loans of Collections to Congress	26,193	29,276	25,713	25,099	29,454	30,000	+ 3,807	+ 14.5
Copyright Claims Registered	594,501	515,612	601,659	521,041	534,122	550,000	- 44,501	- 7.5
Copyright Inquiries	436,627	385,513	339,658	358,604	371,446	385,000	- 51,627	- 11.8
Services to the Blind and Physically Handicapped (BPH)								
—Readership	764,600	759,000	742,000	695,907	766,137	742,000	- 22,600	- 3.0
BPH—Books and Magazines (total circulated)	22,665,000	22,825,000	23,100,000	23,464,309	23,780,639	23,074,000	+ 409,000	+ 1.8
BPH—New Braille and Audio Books and Magazines Titles	2,647	2,729	2,638	2,663	2,764	2,764	+ 117	+ 4.4
Print Materials Cataloged	205,893	224,544	273,534	310,235	269,568	300,000	+ 94,107	+ 45.7
National Coordinated Cataloging Operation								
—LC Contribution	80,176	80,066	90,542	88,475	93,584	90,000	+ 9,824	+ 12.3
National Coordinated Cataloging Operation—Outside Contribution	133,011	128,160	143,031	162,363	176,487	180,000	+ 46,989	+ 35.3
Exhibits, Displays, and Publications (funded by appropriations)	25	32	35	37	23	27	+ 2	+ 8.0
Regular Tours	64,489	59,536	105,988	112,423	111,755	113,000	+ 48,511	+ 75.2
Reference Service	967,387	912,120	828,533	775,115	715,479	715,000	- 252,387	- 26.1
Main Reading Room and Five Other Reading Rooms (hours per week)	65	65	65	65	65	65	0	0.0
Items Circulated	1,767,565	1,694,582	1,580,162	1,362,724	1,375,807	1,400,000	- 367,565	- 20.8
Preservation Treatment—Original Format ^a	472,027	263,817	326,623	666,422	1,591,735	1,650,000	+ 1,177,973	+ 249.6
Mainframe Computer Transactions ^b	331,103,221	85,217,677	63,913,258	109,008,458	111,175,428	111,200,000	- 219,903,221	- 66.4
Integrated Library System Input/Update Transactions ^b	0	59,319,648	65,663,286	91,834,274	96,495,434	106,449,700	+ 106,449,700	+ 100.0
Machine Readable Cataloging (MARC) Records	28,890,000	29,633,607	31,103,700	31,638,841	33,758,594	37,134,500	+ 8,244,500	+ 28.5
Internet Transactions (i.e., LOCIS, Marvel, World Wide Web, and THOMAS public transactions)	728,226,616	931,256,160	1,283,747,169	2,039,268,542	2,620,884,359	2,882,972,800	+ 2,154,746,184	+ 295.9

a. The mass deacidification of paper sheets is a new process that was begun in FY 2003. There were 1,000,000 sheets processed.

b. The Integrated Library System (ILS) number is a measure of input/update activity for the ILS database. Because of the integrated nature of the ILS, each input/update transaction represents more than one change to tables in the database. Mainframe computer transactions declined at a greater rate than ILS input/update transactions increased because duplicate data entry transactions were eliminated when multiple nonintegrated systems were replaced by the ILS.

Table 4. Financial Statistics: Summary Statement

The following statistics present a condensed version of the Library of Congress Financial Statements for fiscal year 2003 and fiscal year 2002. Included are the five principal financial statements: the Condensed Balance Sheet, the Condensed Statement of Net Costs, the Condensed Statement of Changes in Net Position, the Condensed Statement of Budgetary Resources, and the Condensed Statement of Financing. The Condensed Balance Sheet provides users with information about the Library's assets, liabilities, and net position. The Library's assets as of September 30, 2003, and September 30, 2002, totaled \$1,308.8 million and \$1,156.7 million, respectively. The Condensed Statement of Net Costs provides information about the net costs for the Library's six programs. Those figures include allocated management support costs. For the fiscal years ended September 30, 2003, and September 30, 2002, the net cost of the Library's six programs was \$579.8 million and \$563.6 million, respectively. The Condensed Statement of Changes in Net Position provides information about the Library's financing sources plus components of the changes in net position. The Library's financing sources totaled \$607.8 million and \$559.3 million for the fiscal years ended September 30, 2003, and September 30, 2002, respectively. The Condensed Statement of Budgetary Resources provides information about how budgetary resources were made available, as well as their status at the end of the fiscal year. For the fiscal years ended September 30, 2003, and September 30, 2002, the Library's budgetary resources were \$1,700.8 million and \$1,591.2 million, respectively. The Condensed Statement of Financing is presented to explain how budgetary resources that were obligated during the fiscal year (presented on the Condensed Statement of Budgetary Resources) relate to the net costs of operations of the Library (presented on the Condensed Statement of Net Costs). For the eighth consecutive year, independent auditors have issued an unqualified "clean" opinion on the Library's Financial Statements.

Statement of the Inspector General

The independent accounting firm of Kearney & Company, retained by the Office of the Inspector General, audited the Library of Congress's financial statements for fiscal year 2003. The firm's audit included reviews of the financial statements, internal control over financial reporting, and compliance with laws and regulations. The firm issued a separate report addressing Library management's assertion about the effectiveness of internal control over the safeguarding of collection assets.

For the eighth consecutive year, independent auditors have issued an unqualified, or "clean," opinion. An unqualified opinion indicates that the Library's financial statements, including the accompanying notes, present fairly, in all material respects, the financial position of the Library of Congress in conformance with generally accepted accounting principles in the United States. The auditors reported no material weaknesses in internal control over financial reporting. The auditors did report, however, two information technology-related deficiencies that could adversely affect the Library's ability to meet its financial management objectives, an instance of noncompliance with the Congressional Accountability Act concerning specific safety standards, and limitations in internal control over collection assets.

The Library of Congress Condensed Balance Sheet as of September 30, 2003,
and September 30, 2002 (*Dollars in Thousands*)

	2003	2002
Assets		
Intragovernmental Assets	\$1,194,857	\$1,034,229
Investments	61,298	49,365
Pledges Receivable—Donations	10,192	11,064
Property and Equipment	32,388	58,073
Other Assets	10,028	4,015
Total Assets	\$1,308,763	\$1,156,746
Liabilities		
Intragovernmental Liabilities	\$ 34,766	\$ 29,986
Accounts Payable	38,636	36,626
Custodial Liability	793,546	657,665
Deposit Account Liability	5,333	5,090
Accrued Unfunded Liabilities	30,864	28,305
Other Liabilities	2,972	5,575
Total Liabilities	\$ 906,117	\$ 763,247
Net Position		
Unexpended Appropriations	\$ 251,784	\$ 230,690
Cumulative Results of Operations	150,862	162,809
Total Net Position	402,646	393,499
Total Liabilities and Net Position	\$1,308,763	\$1,156,746

The Library of Congress Condensed Statement of Net Costs for the
Fiscal Year Ended September 30, 2003, and the Fiscal Year Ended
September 30, 2002 (*Dollars in Thousands*)

	2003	2002
Net Costs by Program Area		
National Library	\$ 353,084	\$ 341,520
Law Library	18,188	16,576
Copyright Office	32,141	33,186
Congressional Research Service	113,579	108,365
National Library Service for the Blind and Physically Handicapped	50,788	51,538
Revolving and Reimbursable Funds	12,012	12,456
Net Costs of Operations	\$ 579,792	\$ 563,641

The Library of Congress Condensed Statement of Changes in Net Position
for the Fiscal Year Ended September 30, 2003, and the Fiscal Year Ended
September 30, 2002 (*Dollars in Thousands*)

	2003		2002	
	Cumulative Results of Operations	Unexpected Appropriations	Cumulative Results of Operations	Unexpected Appropriations
Net Position, Beginning	\$ 162,809	\$ 230,690	\$ 167,141	\$ 202,329
Change in Accounting Principle	(39,910)			
Budgetary Financing Sources				
Appropriations		506,119		490,623
Other Adjustments (Recession, Canceled Auth., etc.)		(6,765)		(3,611)
Appropriations Used	478,260	(478,260)	458,651	(458,651)
Donations—Cash or Securities	14,967		10,738	
Other Financing Source with Budgetary Impact	2,437		(9,011)	
Other Financing Sources				
Donations—Property and Services	38,667		52,060	
Imputed Financing from Costs Absorbed by Others	62,764		59,803	
Other	10,660		(12,932)	
Total Financing Sources	\$ 607,755	\$ 21,094	\$ 559,309	\$ 28,361
Net Cost of Operations	(579,792)		(563,641)	
Net Position, Ending	\$ 150,862	\$ 251,784	\$ 162,809	\$ 230,690

The Library of Congress Condensed Statement of Budgetary Resources
for the Fiscal Year Ended September 30, 2003, and the Fiscal Year Ended
September 30, 2002 (*Dollars in Thousands*)

	2003	2002
Budgetary Resources		
Budget Authority	\$ 733,734	\$ 725,816
Unobligated Balances—Beginning of Period	853,476	743,606
Spending Authority from Offsetting Collections	112,785	108,804
Other	762	12,992
Total Budgetary Resources	\$1,700,757	\$1,591,218
Status of Budgetary Resources		
Obligations Incurred, New	723,253	737,742
Unobligated Balance	977,504	853,476
Total, Status of Budgetary Resources	\$1,700,757	\$1,591,218
Outlays		
Obligated Balance, Net—Beginning of Period	149,653	135,615
Obligated Balance, Net—End of Period	191,677	149,652
Disbursements	672,508	703,636
Collections	(111,824)	(106,220)
Total Outlays	\$ 560,684	\$ 597,416

The Library of Congress Condensed Statement of Financing
for the Fiscal Year Ended September 30, 2003, and the Fiscal Year Ended
September 30, 2002 (*Dollars in Thousands*)

	2002	2001
Resources Used to Finance Activities		
Obligations Incurred, New	\$ 723,253	\$ 738,054
Spending Authority from Offsetting Collections and Adjustments	(120,544)	(126,600)
Donations of Property and Services	38,667	52,060
Imputed Financing	62,764	59,803
Other Nonbudgetary Resources	<u>4,421</u>	<u>(17,425)</u>
Total Resources Used to Finance Activities	\$ 708,561	\$ 705,892
Resources Used to Finance Items Not Part of the Net Cost of Operations		
Change in Budgetary Resources Obligated for Goods, Services, and Benefits Ordered But Not Yet Provided	(34,867)	(18,516)
Resources That Finance the Acquisition of Assets	(24,248)	(26,828)
Other Resources or Adjustments to Net Obligations That Do Not Effect Net Cost of Operations	<u>(70,099)</u>	<u>(132,655)</u>
Total Resources Used to Finance Items Not Part of the Net Cost of Operations	\$ <u>579,347</u>	\$ <u>527,893</u>
Components of the Net Costs of Operations That Will Not Require or Generate Resources in the Current Period		
Increase in Annual Leave Liability and Actuarial Liabilities	2,535	425
Depreciation and Amortization	8,478	22,581
Revaluation of Assets and Liabilities	(10,659)	12,824
Other Costs	<u>91</u>	<u>(82)</u>
Total Components of Net Costs of Operations That Will Not Require or Generate Resources in the Current Period	445	35,748
Net Cost of Operations	<u>\$ 579,792</u>	<u>\$ 563,641</u>

Table 5. Additions to the Collections—Items

<i>Print Collections</i>	<i>Added</i>	<i>Withdrawn</i>	<i>Total</i>
Classified Collections			
Class A (General Works)	3,224	0	436,582
Class B–BJ (Philosophy)	9,267	0	337,158
Class BL–BX (Religion)	17,789	0	734,006
Class C (History, Auxiliary Sciences)	3,663	0	270,296
Class D (History, Except American)	27,270	0	1,336,335
Class E (American History)	3,874	0	286,314
Class F (American History)	8,413	0	467,194
Class G (Geography, Anthropology)	11,041	775	463,865
Class H (Social Sciences)	53,218	0	2,951,069
Class J (Political Science)	11,878	0	829,775
Class K and LAW (Law)	76,540	1,214	2,411,159
Class L (Education)	5,934	0	535,426
Class M (Music)	14,509	0	671,423
Class N (Fine Arts)	13,708	1	545,622
Class P (Language and Literature)	46,889	0	2,605,829
Class Q (Science)	23,283	0	1,210,357
Class R (Medicine)	10,604	0	517,625
Class S (Agriculture)	5,361	0	442,021
Class T (Technology)	20,928	0	1,357,124
Class U (Military Science)	2,410	0	213,349
Class V (Naval Science)	719	0	108,828
Class Z (Bibliography)	5,849	0	636,298
Total Classified Collections	376,371	1,990	19,367,655
Other Print Materials or Products			
Books in Large Type	0	0	8,684
Books in Raised Characters	1,380	0	78,413
Incunabula	0	0	5,706
Minimal-Level Cataloging (monographs and serials)	37,000	0	697,218
Newspapers (bound)	0	0	30,874
Pamphlets	464	164	271,482
Technical Reports	7,811	4,869	1,453,733
Other	4,319	0	7,195,716
Total Other Print Materials	50,974	5,033	9,741,826
Total Print Collections	427,345	7,023	29,109,481
Other Collections	Added	Withdrawn	Total
Audio Materials	58,860	21,884	2,651,229
Talking Books	2,006	0	64,325
Manuscripts	926,464	0	57,033,626
Maps	30,316	100,598	4,793,399
Microforms	201,269	279	13,733,491
Music	11,024	11,725	5,107,852
Visual Material			
Moving Images	25,243	0	924,804
Photographs (negatives, prints, and slides)	66,179	0	12,323,992
Posters	955	0	88,045
Prints and Drawings	26,844	0	522,703
Other (broadside, photocopies, nonpictorial material, etc.)	206	0	1,263,185
Machine-Readable Material	26,203	1,505	104,748
Total Other Collections	1,375,569	135,991	98,611,399
Total (items)	1,802,914	143,014	127,720,880

Table 6. Additions to the Collections—Titles

<i>Classified Collections</i>	<i>Added</i>	<i>Withdrawn</i>	<i>Total^a</i>
Class A (General Works)	546	0	90,279
Class B–BJ (Philosophy)	5,532	0	202,849
Class BL–BX (Religion)	16,586	0	553,812
Class C (History, Auxiliary Sciences)	2,334	0	130,355
Class D (History, Except American)	21,750	0	940,701
Class E (American History)	3,293	0	136,850
Class F (American History)	3,907	0	257,167
Class G (Geography, Anthropology)	15,240	0	526,772
Class H (Social Sciences)	36,285	0	1,482,433
Class J (Political Science)	6,387	0	287,913
Class K and LAW (Law)	20,412	0	692,476
Class L (Education)	4,069	0	259,435
Class M (Music)	6,944	0	450,836
Class N (Fine Arts)	10,324	1	390,193
Class P (Language and Literature)	47,009	0	2,191,594
Class Q (Science)	13,802	0	645,693
Class R (Medicine)	7,816	0	293,966
Class S (Agriculture)	3,517	0	208,038
Class T (Technology)	11,202	0	683,900
Class U (Military Science)	1,457	0	82,670
Class V (Naval Science)	404	0	37,964
Class Z (Bibliography)	3,227	0	231,303
Total	242,043	1	10,777,199

a. Totals reflect an automated count of titles in the Integrated Library System of the Library of Congress.

Table 7. Unprocessed Arrearage

<i>Total Items in Arrearage</i>	<i>FY 2002</i>	<i>FY 2003</i>	<i>Change</i>	<i>Percentage Change</i>
Print Materials				
Books	220,006	216,479	-3,527	-1.6
Microforms	0	2,430	2,430	N/A
Serials (pieces)	357,957	57,779	-300,178	-83.9
Total	577,963	276,688	-301,275	-52.1
Special Materials				
Machine-Readable	444	559	115	25.9
Manuscripts	11,399,817	11,504,993	105,176	0.9
Maps	31,264	34,947	3,683	11.8
Moving Images	224,220	230,326	6,106	2.7
Music	2,592,776	3,309,872	717,096	27.7
Pictorial Materials	4,207,758	4,123,980	-83,778	-2.0
Rare Books	96,666	93,555	-3,111	-3.2
Sound Recordings	964,100	847,678	-116,422	-12.1
Total	19,517,045	20,145,910	628,865	3.2
Grand Total	20,095,008	20,422,598	327,590	1.6

N/A = not applicable.

Table 8. Cataloging Workload

	<i>FY 2002</i>	<i>FY 2003</i>
New Titles Fully Cataloged	206,879	192,247
Cooperative New Titles Fully Cataloged	112,174	90,295
Titles Recataloged or Updated	133,707	153,647
Cooperative Titles Recataloged or Updated	4,865	7,043
Minimal-Level Cataloging Titles	65,641	60,762
Copy Cataloging	49,576	39,015
Collection-Level Cataloging	4,259	4,268
 Name and Series Authorities Established	 90,915	 96,293
Cooperative Name and Series Authorities Established	162,363	176,487
Name and Series Authorities Updated	44,877	68,448
Cooperative Name and Series Authorities Updated	46,115	51,083
 Subject Headings Established	 7,626	 7,606
Cooperative Subject Headings Established	3,165	3,509
Subject Headings Updated	7,574	14,426
Cooperative Subject Headings Updated	442	420
 Class Numbers Established	 1,837	 1,403
Cooperative Class Numbers Established	2,551	1,763
Class Numbers Updated	192	166
Cooperative Class Numbers Updated	4	2
Titles Classified with Decimal Classification	110,290	96,906
 Items Received for Processing in Cataloging Directorate	 367,509	 364,886
Items Completely Processed in Cataloging Directorate	372,932	374,079
Archival Records Created for National Union Catalog of Manuscript Collections	3,790	4,108
Cataloging in Publication Titles Verified	34,214	60,284
Items Processed on Inventory-Level Records	41,776	42,465

Table 9. MARC Records in the Library of Congress Database

	<i>Net Increase</i>	<i>Total</i>
JACKPHY (Japanese, Arabic, Chinese, Korean, Persian, Hebrew, Yiddish)	25,749	491,262
Books ^a	195,249	10,435,080
Electronic Resources ^b	5,326	18,958
Manuscripts	422	11,628
Maps	6,640	270,342
Music	52,538	428,954
Serials	16,097	1,129,000
Visual Materials	37,747	329,969
Name Authorities	273,482	5,733,519
Subject Authorities	7,365	279,245
Holdings	522,279	13,598,628
Total	1,142,894	32,726,585

a. Includes full-level and minimal-level records.

b. Name change from Computer Files; includes electronic resources in all monographic formats

Table 10. Preservation Treatment Statistics

Treatment	
Volumes Treated	5,534
Unbound Paper-Based Items Treated	8,569
Photographs Treated	1,847
Commercial Library Binding (volumes)	221,053
Mass Deacidification (volumes)	223,575
Mass Deacidification (sheets) ^a	1,000,000
Housing/Rehousing	
Protective Boxes Constructed, for Paper-Based Materials	10,357
Paper-Based Items Rehoused	98,826
Photographs Rehoused	19,764
Discs, Film (reels), Magnetic Tape (reels/cassettes) Cleaned/Packaged	2,210
Copying/Reformatting	
Preservation Photocopying (volumes)	75
	(39,722 pages)
Paper-Based Materials Converted to Microfilm (items)	109,535
	(2,190,702 exposures)
Paper-Based Materials Converted to Digital Format	8,998
Audio Materials Converted to Magnetic Tape (titles)	976
Video Materials Converted to Magnetic Tape (titles)	1,679
Motion Picture Films Converted (reels)	2,206
	(1,202,892 feet)
General Preservation of the Collections	
Items Surveyed, Paper-Based	68,312
Items Surveyed, Photographs	7,000,850
Pieces Labeled	166,906

a. New category.

Table 11. Number of Copyright Registrations by Subject Matter, Fiscal 2003

<i>Category of Material</i>	<i>Published</i>	<i>Unpublished</i>	<i>Total</i>
Nondramatic Literary Works			
Monographs and Computer-Related Works	141,279	46,710	187,989
Serials			
Serials (nongroup)	45,324	—	45,324
Group Daily Newspapers	2,356	—	2,356
Group Serials	8,656	—	8,656
Total Literary Works	197,615	46,710	244,325
Works of the Performing Arts, Including Musical Works, Dramatic Works, Choreography and Pantomimes, and Motion Pictures and Filmstrips	58,627	70,768	129,395
Works of the Visual Arts, Including Two-Dimensional Works of Fine and Graphic Art, Sculptural Works, Technical Drawings and Models, Photographs, Cartographic Works, Commercial Prints and Labels, and Works of Applied Arts	64,822	28,622	93,444
Sound Recordings	22,798	24,159	46,957
Total Basic Registrations	343,862	170,259	514,121
Renewals			19,559
Mask Work Registrations			397
Vessel Hull Design Registrations			45
Grand Total All Registrations			534,122
Documents Recorded			16,103

Table 12. Copyright Business Summary Fees Recorded, Fiscal 2003

<i>Fees</i>	<i>Receipts Recorded^a</i>
Copyright Registration	\$18,442,984
Mask Works Registration	26,400
Vessel Hull Design Registration	11,770
Renewal Registration	1,117,295
Subtotal	<u>\$19,598,449</u>
Recordation of Documents	\$1,820,850
Certifications	190,131
Searches	171,559
Expedited Services	1,459,778
Other Services	245,089
Subtotal	<u>\$3,887,407</u>
Total	<u>\$23,485,856</u>
Interest Earned on Deposit Accounts	<u>\$44,296</u>
Fee Receipts and Interest Applied to the Appropriation ^b	<u>\$23,170,385</u>

a. "Receipts Recorded" are fee receipts entered into the Copyright Office in-process system.

b. "Fee Receipts and Interest Applied to the Appropriation" are fee receipts and deposit account interest that were cleared for deposit to the Copyright Office appropriation account.

Table 13. Services to Individuals Who Are Blind and Physically Handicapped

	<i>Items Circulated</i>	<i>Number of Readers</i>
Regional and Subregional Libraries		
Recorded Discs	46,734 ^a	13,719
Recorded Cassettes	23,084,745	424,359
Braille (including Web-Braille)	649,160	24,318
NLS Service to Overseas Patrons		
Recorded Discs	22	179
Recorded Cassettes	28,810	609
Braille (including Web-Braille)	1,189	58
NLS Service to Music Patrons		
Recorded Discs	1	74
Recorded Cassettes	12,972	608
Braille (including Web-Braille)	3,092	307
Large Print	596	190
Interlibrary Loan—Multistate Centers		
Recorded Discs	1,222	N/A
Recorded Cassettes	98,929	N/A
Braille (including Web-Braille)	4,425	N/A

a. Items circulated include containers, volumes, and magazines. Recorded discs are being phased out.

NLS = National Library Service for the Blind and Physically Handicapped.

N/A = not applicable.

Table 14. Reader Services^a

	<i>Circulation of Items for Use Within the Library</i>	<i>Direct Reference Service</i>				<i>Total</i>
		<i>In Person</i>	<i>Correspondence</i>	<i>Telephone</i>	<i>Web-Based/ E-Mail^b</i>	
African and						
Middle Eastern Division	4,384	8,513	2,920	4,114	7,440	22,987
American Folklife Center	1,612	3,073	366	2,758	2,365	8,562
Asian Division	6,512	8,885	982	3,347	2,183	15,397
Children's Literature Center	—	142	152	1,189	1,213	2,696
Collections Access, Loan, and Management						
Division	478,136	9,762	3,682	29,463	67,011	109,918
European Division	29,295	7,368	240	4,120	2,832	14,560
Geography and Map						
Division	147,671	16,437	820	4,009	1,896	23,162
Hispanic Division	10,051	11,671	1,166	6,102	13,734	32,673
Humanities and Social						
Sciences Division	64,455	62,361	2,641	10,203	15,530	90,735
Law Library ^c	109,043	74,245	6,719	8,957	2,501	92,422
Manuscript Division	51,357	38,299	825	7,827	5,245	52,196
Motion Picture, Broadcasting, and						
Recorded Sound Division	32,506	3,424	141	8,650	10,179	22,394
Music Division	85,376	5,760	2,188	3,786	2,664	14,398
National Library Service for the Blind and						
Physically Handicapped ^d	—	324	5,659	6,504	2,654	15,141
Prints and Photographs						
Division	107,074	19,560	595	5,641	6,185	31,981
Rare Book and Special						
Collections Division	19,620	3,010	227	5,277	2,538	11,052
Science, Technology, and Business Division	757	50,182	11,751	4,602	11,055	77,590
Serial and Government						
Publications Division	120,370	70,792	42	2,765	4,016	77,615
Totals	1,268,219	393,808	41,116	119,314	161,241	715,479

a. Not included here are statistics for the Congressional Research Service, which completed 875,197 responses to requests and service transactions for members and committees of Congress in fiscal 2003; for the Copyright Office, which answered 371,446 inquiries; and for the Preservation Directorate, which responded to 2,113 information requests.

b. New category previously included under correspondence.

c. Not included here are 1,163 research reports that the Law Library prepared for Congress and other government agencies.

d. See table 13 for additional NLS statistics.

Table 15. Cataloging Distribution Service: Financial Statistics, Fiscal 2003

<i>Source of Income</i>	
General	\$ 3,939,695
U.S. Government Libraries	107,764
Foreign Libraries	817,716
Total Gross Sales	\$ 4,865,175
<i>Analysis of Total Income</i>	
Alert Services	\$ 238,952
Classification Web	931,882
CD-ROM	
Octavo	95
CDT-C Teaching Copy	5,950
Cataloger's Desktop	753,660
Classification Plus	11,627
Class Plus and Desktop	105
MARC Files and MARC Publications	1,361,563
Microfiche Catalogs	
NUC Books	5,265
NUC Audiovisual Materials	265
NUC Cartographic Materials	220
Name Authorities	2,790
Subject Headings	3,135
Music	1,105
Miscellaneous Publications ^a	15,519
Technical Publications	1,533,042
Total Gross Sales	\$ 4,865,175
Adjustments	(326,596)
Total Net Sales	\$ 4,538,579
Transfers	
Fees Transferred to Appropriation	\$ 4,552,403
Fees Transferred to Miscellaneous Receipts	0
Total Fees Transferred	\$ 4,552,403

a. Includes income formerly reported as Book Catalogs.

Table 16. Human Resources (as of September 30, 2003)

<i>Library Employees by Service Unit</i>	
Office of the Librarian (includes Office of the Librarian and Deputy Librarian; Communications; Congressional Relations; Development; General Counsel; Inspector General; Planning, Management, and Evaluation; Training and Development; Workforce Diversity)	108
Human Resources Services	55
Integrated Support Services	145
Office of the Chief Financial Officer	51
Office of Security and Emergency Preparedness	151
Total for the Office of the Librarian	510
Congressional Research Service	707
Copyright Office	503
Law Library	82
Library Services	
Office of the Associate Librarian	15
Operations	87
Acquisitions and Support Services	294
Area Studies Collections	93
Cataloging	541
National Services	111
National Library Service for the Blind and Physically Handicapped	98
Preservation	113
Public Service Collections	736
Total for Library Services	2,088
Office of Strategic Initiatives	
Office of Strategic Initiatives	43
Information Technology Services	218
Total for the Office of Strategic Initiatives	261
Total Permanent Library Employees	4,151 ^a
<i>Demographics</i>	
Average Years of Library of Congress Service	17
Average Years of Federal Service	18
Average Age	48
Males	1,879
Females	2,272
American Indian	18
Asian	256
Black	1,613
Hispanic	82
White	2,182
Total Permanent Library Employees	4,151

a. Does not include temporary employees or those in indefinite or not-to-exceed positions. Includes employees funded by appropriated and nonappropriated sources. The Library's attrition rate for permanent employees was 5 percent in fiscal 2003.